

Executive Session
Director's CD-2 Mini-Review of
the NOvA Project

April 17, 2008

L. Edward Temple, Jr.

Agenda for Exec Session

- Charge to Reviewers
- Review Agenda
- Assignments
- Reporting Out Structure
- Discussion

Charge

Please conduct a Director's CD-2 Mini-Review of the NOvA project. This review is to assess NOvA's baseline proposal, which has been revised to incorporate changes resulting from the recent budget cut and recommendations from prior reviews. The committee is to determine if the revised cost and schedule baseline proposal is appropriate and ready for a follow-up DOE SC-1.3 Lehman Review and a follow-up DOE-OECM External Independent Review (EIR) for CD-2 approval. The committee is to assess the project readiness by answering the following questions.

1. Does the revised scope, cost, and schedule baseline fit within the revised funding profile provided by OHEP?
2. Does this revised baseline meet / respond to the Recommendations (those that are appropriate to address at this time) of the DOE/OHEP Lehman Review?
3. Does this revised baseline meet / respond to the Recommendations of the DOE External Independent Review (EIR) Recommendations? Including, has NOvA provided updated responses as applicable to the 17 Lines of Inquiry (where there are changes as a result of the Omnibus Budget)? Evaluate where NOvA stands on developing responses in the EIR CAP (Corrective Action Plan).
4. Is the Environmental Assessment on track for completion? As a minimum, has it been submitted for public comment?

Finally, the committee should present their answers to the charge questions and any recommendations at a closeout meeting with NOvA's and Fermilab's management and provide a written report soon after the review.

Agenda

Thursday April 17					
Start	End	Time	Subject	Presenter	
8:45 AM	9:00 AM	0:15	Executive Session (Snake Pit, WH2NE)	Ed Temple	
9:00 AM	9:10 AM	0:10	Welcome	Hugh Montgomery	
9:10 AM	10:30 AM	1:20	Presentation on Updated Baseline Proposal	John Cooper	
10:30 AM	10:45 AM	0:15	BREAK		
10:45 AM	11:45 AM	1:00	1) Continuation of Presentation 2) Q&A with NOvA's Project Office	John Cooper and NOvA's Project Office	
11:45 AM	12:30 PM	0:45	Committee Executive Session and Report Writing	Ed Temple	
12:30 PM	1:15 PM	0:45	COMMITTEE WORKING LUNCH		
1:15 PM	2:30 PM	1:15	Continue Report Writing and Closeout Dry Run		
2:30 PM	3:00 PM	0:30	Closeout (Snake Pit, WH2SE)		

Reviewer Assignments

Executive Summary	<u>Ed Temple</u>
1.0 Introduction	<u>Dean Hoffer</u>
2.0 Charge Questions	
2.1 Does the revised scope, cost, and schedule baseline fit within the revised funding profile provided by OHEP?	<u>Peter Wilson</u> Fran Clark Marc Kaducak
2.2 Does this revised baseline meet / respond to the Recommendations (those that are appropriate to address at this time) of the DOE/OHEP Lehman Review?	<u>Mike Lindgren</u> Peter Wilson
2.3 Does this revised baseline meet / respond to the Recommendations of the DOE External Independent Review (EIR) Recommendations? Including, has NOvA provided updated responses as applicable to the 17 Lines of Inquiry (where there are changes as a result of the Omnibus Budget)? Evaluate where NOvA stands on developing responses in the EIR CAP (Corrective Action Plan).	<u>Bill Boroski</u> Marc Kaducak Fran Clark
2.4 Is the Environmental Assessment on track for completion? As a minimum, has it been submitted for public comment?	<u>Marc Kaducak</u> Bill Boroski

- Note underlined names are the primary writer.

Reporting Structure

- Answer the charge questions. Answers should be short and precise.
- Any additional actions required to completed by the project team to acceptably address the review charge are to document as Recommendations
- Answers to the questions and any recommendations should be presented in writing at a closeout with NOvA's and Fermilab's management.

Reviewer Write-ups

- Write-up template is posted on Director's Review Webpage.
http://www.fnal.gov/directorate/OPMO/Projects/NOvA/DirRev/2008/04_17/CloseoutPresentationsNOvA04-17-08.doc
- Write-ups are to be sent to Terry Erickson at terickson@fnal.gov prior to 1:20 PM on Thursday, April 17 for the Closeout Dry Run
- A final report will be issued within 1 week after the closeout.

Discussion

- Questions and Answers